

## ASSIGNMENT 4

Textbook Assignment: Chapter 4, "Management Information," pages 4-1 through 4-36 and Chapter 5, "Career Information and Training," pages 5-1 through 5-25.

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- 4-1. Preparing and submitting a budget request is what form of planning?
1. Long-range
  2. Medium-range
  3. Short-range
  4. Micro
- 4-2. Who develops the budget resolution each year?
1. The President
  2. Congress
  3. The General Accounting Office
  4. The Office of Management and Budget
- 4-3. When forecasting your yearly budget, the period of 1 October to 30 September can be viewed with a great deal of uncertainty.
1. True
  2. False
- 4-4. When purchasing a ship, the Navy uses what type of budgeting to figure the cost?
1. Incremental
  2. Zero-based
  3. Both 1 and 2 above
  4. Additional
- 4-5. Supply facilities established to support public works departments or ground electronics shops are called
1. stock control branches
  2. self-service stores
  3. shop stores
  4. rapid communication and delivery
- 4-6. Which of the following supply establishments is responsible for expediting material from outside sources?
1. Rapid communication and delivery systems
  2. Retail issue organizations
  3. Material division
  4. Receipt control branch
- 4-7. Which of the following items is considered equipage?
1. Electronic computer
  2. Missile launcher
  3. Diesel engine
  4. Anchor
- 4-8. You could figure the three-month usage rate for fast-moving items by using which of the following formulas?
1. Multiplying last month's usage by 2.
  2. Dividing last month's usage by 2
  3. Multiplying last month's usage by 3
  4. Dividing last month's usage by 3
- 4-9. Which of the following terms applies to specific repair parts intended to be used when troubleshooting electronic equipment?
1. Ready service spares
  2. Maintenance assist modules
  3. Maintenance repair modules
  4. Operating space repair spares
- 4-10. What officer assigns the force activity designator?
1. Supply officer
  2. Department head
  3. Fleet commander
  4. Commanding officer

- 4-11. Who is responsible for assigning the correct urgency-of-need designator to a material request?
1. Material officer
  2. Executive officer
  3. Department head
  4. Supply officer
- 4-12. An authorized coordinated shipboard allowance list reactor part would have which of the following urgency of need designators assigned?
1. A
  2. B
  3. C
  4. D
- 4-13. Who is responsible for inspecting items purchased from a commercial source prior to payment being made?
1. Division chief
  2. Supply officer
  3. Division officer
  4. Department head
- 4-14. What person must sign the copy of the purchase document stamped "received, inspected, and accepted"?
1. Division officer
  2. Department head
  3. Division chief
  4. Supply officer
- 4-15. The supply officer has which of the following types of control over consumables and repair parts that are stowed in departmental spaces?
1. Stock record control
  2. Inventory control
  3. Stowage control
  4. Use control
- 4-16. The recording of receipts, expenditures, and inventories of spare parts and consumables within a department is the direct responsibility of which of the following persons?
1. Senior CPO of the department
  2. Division officer
  3. Designated custodian
  4. Department head
- 4-17. What is the purpose of using dunnage under material being stowed on deck?
1. To protect against excessive shock
  2. To provide more economical use of space
  3. To protect against moisture
  4. To aid in handling
- 4-18. In the physical arrangement of material for stowage, which of the following factors should you give primary consideration?
1. Suitability for issue and inventory
  2. Size and weight distribution
  3. Stock number sequence
  4. Orderliness
- 4-19. Which of the following precautions should be observed when handling and stowing hazardous materials?
1. Ventilate adequately
  2. Provide separate stowage areas to prevent mixing of materials
  3. Allow only authorized personnel in stowage area
  4. Each of the above
- 4-20. Who generally has custodial responsibility for binoculars?
1. The leading Quartermaster
  2. The senior Signalman
  3. The operations department head
  4. The executive officer
- 4-21. For signature-required items of controlled equipage in the custody of a department, which of the following persons should sign (a) the custody records and (b) the duplicate custody records?
1. (a) Commanding officer  
(b) Department head
  2. (a) Department head  
(b) Actual custodian
  3. (a) Department head  
(b) Division officer
  4. (a) Commanding officer  
(b) Supply officer

- 4-22. Which of the following persons is/are authorized to convert nonsignature-required items to signature-required items?
1. The actual custodian
  2. The type commander only
  3. The commanding officer only
  4. The commanding officer and the type commander
- 4-23. Which of the following circumstances requires the use of the DD Form 200 (Report of Survey)?
1. When circumstances warrant
  2. When gross negligence is evident
  3. When criminal activity is indicated
  4. Each of the above
- 4-24. Who is responsible for ensuring proper tests and inspections are completed before the acceptance of work by outside activities?
1. The work center supervisor
  2. The division officer
  3. The department head
  4. The 3-M coordinator
- 4-25. Counseling is an important responsibility. Which of the following statements best describes the most important aspect of supervisor counseling?
1. To provide guidance to your average performer
  2. To provide support to a person having problems
  3. To provide professional guidance to a superior performer
  4. To provide professional assistance to a personal problem
- 4-26. Counseling is divided into which of the following types?
1. Situational and conditional
  2. Directive and nondirective
  3. Military and paramilitary
  4. Personal and clandestine
- 4-27. The process of listening to a person's problems, then encouraging and motivating that person to solve them, accomplishes which of the following counseling functions?
1. Reorientation
  2. Reassurance
  3. Advice
  4. Both 2 and 3 above
- 4-28. Trying to change the person rather than dealing with the immediate problem is an example of which of the following types of counseling?
1. Nondirective
  2. Professional
  3. Military
  4. Directive
- 4-29. The major objective in interviewing your subordinates is to accomplish which of the following results?
1. To discover special characteristics, aptitudes, or skills
  2. To show a personal interest in the subordinate
  3. To establish your position of leadership
  4. All of the above
- 4-30. The primary purpose of the military briefing is to accomplish which of the following functions?
1. To teach
  2. To inform
  3. To entertain
  4. To allow the person presenting the brief to express his or her opinion
- 4-31. Which of the following persons is in the best position to notice if the SORM needs updating?
1. The commanding officer
  2. The executive officer
  3. The department head
  4. The leading chief petty officer

- 4-32. You should conduct career information interviews with junior personnel for which of the following purposes?
1. To inform them about the Navy
  2. To inform them of their benefits
  3. Both 1 and 2 above
  4. To meet the requirements of the career retention program
- 4-33. Which of the following types of reenlistment applies to personnel who desire to convert to a critically undermanned rating?
1. Regular
  2. Guard III
  3. STAR
  4. SCORE
- 4-34. Which of the following reenlistments offers career designation to first term personnel?
1. Regular
  2. Guard III
  3. STAR
  4. SCORE
- 4-35. Which of the following types of reenlistment offers guaranteed advancement to petty officer second class for qualified personnel after completion of class C school?
1. STAR
  2. SCORE
  3. Both 1 and 2 above
  4. Guard III
- 4-36. When, if ever, does SGLI coverage terminate after separation from active duty?
1. 120 days
  2. 180 days
  3. 360 days
  4. Never
- 4-37. Which of the following organizations offers the only supplemental insurance endorsed by the Navy?
1. American Red Cross
  2. Navy Mutual Aid Society
  3. Navy League
  4. Navy Relief Society
- 4-38. When, if ever, are you allowed MALT payments?
1. When you use government transportation
  2. When you travel by privately owned vehicle during a PCS move
  3. When you travel by privately owned vehicle while on TAD orders
  4. Never
- 4-39. If you die on active duty, your spouse would receive a lump sum payment of up to \$3,000 in which of the following payments?
1. Death gratuity
  2. SGLI
  3. DIC
  4. Social security
- 4-40. A person who has 5 years and 11 months of active military service, reenlists for a period of six years. This person could reenlist for an SRB zone B bonus at the end of his or her obligated service.
1. True
  2. False
- 4-41. Which of the following educational programs provides seventy-five percent of the tuition cost for active-duty personnel regardless of rank, paygrade, or length of service?
1. SOC
  2. SOCNAV
  3. DANTES
  4. TA
- 4-42. Which of the following programs enables personnel to achieve journeyman status in recognized civilian trades?
1. National Apprenticeship Program
  2. Defense Activity for Non-Traditional Education Support
  3. Servicemembers Opportunity College
  4. Program for Afloat College Education

- 4-43. A chief petty officer serving on active duty with 17 years of service is eligible for which of the following officer programs?
1. Limited Duty Officer Program
  2. Chief Warrant Officer Program
  3. Broadened Opportunity for Officer Selection and Training Program
  4. All of the above
- 4-44. A married 20-year-old petty officer second class, with 12 years of education, is eligible for which of the following officer programs?
1. Direct commission
  2. U.S. Naval Academy
  3. Broadened Opportunity for Officer Selection and Training Program
  4. Limited Duty Officer Program
- 4-45. A dependent parent of an active-duty Sailor qualifies for CHAMPUS benefits.
1. True
  2. False
- 4-46. A dependent parent-in-law of an active-duty service member qualifies for treatment under the Uniformed Services Health Benefits Program.
1. True
  2. False
- 4-47. The maximum CHAMPUS deductible a service member with a wife and 6 children would have to pay is which of the following amounts?
1. \$150 per person
  2. \$300 per person
  3. \$150 per family
  4. \$300 per family
- 4-48. Which of the following amounts is the CHAMPUS catastrophic cap for retired service members?
1. \$150
  2. \$300
  3. \$1,000
  4. \$10,000
- 4-49. Which of the following levels of chief petty officer is considered to be the senior technical supervisor within a rating?
1. Chief
  2. Senior chief
  3. Master chief
  4. Command master-chief
- 4-50. Which of the following personnel would have performance evaluations filmed into their microform records?
1. E-3 and below
  2. E-4 and below
  3. E-5 and above
  4. Each of the above
- 4-51. Which of the following categories of retirement is applicable to Reserve personnel who have completed 20 years of active military service?
1. Fleet Reserve
  2. Retired Reserve
  3. Regular Navy Retired List
  4. Naval Reserve Retired List
- 4-52. Service members who have a permanent physical disability and are temporarily unable to perform their duties are transferred to which of the following retired lists?
1. Regular Navy Retired List
  2. Naval Reserve Retired List
  3. Temporary Disability Retired List
  4. Permanent Disability Retired List
- 4-53. The Survivor Benefit Plan allows you to designate your permanently disabled children to receive a portion of your retirement for life provided the child's disability occurs before age 18 or age 22 if attending school full time.
1. True
  2. False

- 4-54. You may select only one beneficiary option under the Survivor Benefit Plan.
1. True
  2. False
- 4-55. To transfer to the Fleet Reserve, you must complete which of the following requirements?
1. 2 years at your current duty station
  2. Submit NAVPERS 1830/1
  3. Submit NAVPERS 1070/621 or NAVPERS 1070/622
  4. All of the above
- 4-56. Which of the following is NOT an element of an effective training program?
1. Analysis
  2. Advice
  3. Instruction
  4. Compatibility
- 4-57. Correspondence courses, onboard training packages, and computer-aided training belong to which of the following training categories?
1. Classroom
  2. Self-study
  3. Team training
  4. On-the-job training
- 4-58. Ensuring persons giving lectures and signing qualifications can communicate well with others is what element of an effective training program?
1. Dynamic instruction
  2. Positive leadership
  3. Quality control
  4. Personal interest
- 4-59. Technical support is defined as testing individuals or having them demonstrate the knowledge they are credited with having?
1. True
  2. False
- 4-60. Who should ensure a junior officer is trained to have a positive attitude toward the chief petty officer community?
1. The commanding officer
  2. The executive officer
  3. The department head
  4. The chief